

BOARD OF PUBLIC WORKS & SAFETY
June 17, 2016
10:30 A.M.
REGULAR SESSION

The Board of Public Works & Safety of the City of Warsaw met in Regular Session on Friday June 17, 2016 at 10:30 A.M. in the Council Chambers at City Hall. Board member Jeff Grose presided and the following persons were noted as present or absent:

PRESENT: Board members Jeff Grose and George Clemens. Also present Clerk-Treasurer Lynne Christiansen, City Attorney Mike Valentine, City Planner Jeremy Skinner, Assistant City Planner Tim Dombrosky, Police Chief Scott Whitaker, Police Captain Kip Shuter, City Engineer James Emans, Park Superintendent Larry Plummer, Street Superintendent Jeff Beeler, HR Director Jennifer Whitaker, WWTU employee Jerry Moser, Jerry Frush, reporter Deb Patterson from InkFree News, and Times-Union reporter David Slone.

ABSENT: Mayor Joe Thallemer

The meeting was called to order by Mr. Grose followed by the Pledge of Allegiance.

MINUTES-

The minutes from the June 3, 2016 Regular Session were presented for approval. Mr. Clemens made a motion to accept the minutes as presented, seconded by Mr. Grose, motion carried by unanimous vote.

NEW BUSINESS-

BID OPENING/MAIN STREET PROJECT/STREET DEPARTMENT-

A Notice to Bidders for the 2016 Main Street Project was properly advertised for bids to be opened today. Only one bid was received from:

1. Phend & Brown-\$323,915.00

Motion made by Mr. Clemens to take the bid under advisement, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

STREET CLOSURE/PRESBYTERIAN CHURCH-

Police Captain Kip Shuter made a request for the Evangelical Presbyterian Church that the north-south alley on the west side of the church, between Jefferson and Market Streets, be closed the week of June 20-24 from 8am-4pm for the "Springhill Day Camp". Motion made by Mr. Clemens to approve the closure, seconded by Mr. Grose carried by unanimous vote. (Information attached).

STREET CLOSURE/FIRST FRIDAY-

Captain Shuter requested that East Market Street between Park Avenue to the alley west of Wood Street be closed on July 1 from 2am-10pm for July's First Friday Event. The event will take place along Market Street rather than downtown. Motion made by Mr. Clemens to approve the closure, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

CONTRACT/4TH OF JULY CELEBRATION FIREWORKS/PARK-

Park Superintendent Larry Plummer presented an agreement between the City of Warsaw and Winona Lake Warsaw Independence Day Celebration, Inc. for the Park to contribute \$3,500.00 toward the purchase of fireworks for the annual Warsaw-Winona Lake fireworks show to be held on the evening of July 2, 2016. Motion made by Mr. Clemens to approve the agreement, seconded by Mr. Grose, motion carried by unanimous vote. (Documentation attached to minutes).

PAY APP #15/HUSKY TRAIL PROJECT/RIGHT-OF-WAY ACQUISITION/B&P-

City Planner Jeremy Skinner presented Pay Application #15 totaling \$10,750.00 for land purchase for right-of-way purposes along Husky Trail for approval. Included was LPA Voucher #15 to the Indiana Department of Transportation (INDOT) requesting reimbursement from the State from the 80/20 grant. Motion made by Mr. Clemens to approve Pay Application #15 and LPA Voucher #15, seconded by Mr. Grose, carried by unanimous vote. (Information attached).

PAYMENT REQUEST/BUFFALO STREET REDEVELOP. PROJECT/REDEVELOP. AUTHORITY/B&P-

Mr. Skinner presented a payment request to Huntington National Bank in the amount of \$31,025.66 from American Structurepoint, Inc. for various services concerning the Buffalo Street Redevelopment Project. This is the seventh payment request presented to the Board from bond funds received and held at Huntington Bank for the Redevelopment Authority Lease Rental Revenue Bonds 2015. Motion made

by Mr. Clemens to approve the request, seconded by Mr. Grose, carried by unanimous vote.
(Information attached).

STREET SEALANT/STREET-

Street Superintendent Jeff Beeler requested permission for Rejuvtec, Inc. to furnish and apply Reclamite Preservative Seal to various streets around the City. Total cost of the service will be \$113,062.56 which will be paid from several different appropriations. This item was submitted late and not listed on the agenda. Motion made by Mr. Clemens to approve the request, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

TRAVEL REQUESTS-

List setting forth four (4) travel requests: Wayne Wilkie-Police; Aaron Bolinger-Fire; Jeremy Skinner-B&P; and Joe Thallemer-Mayor, were presented for approval. Motion was made by Mr. Clemens to approve the travel requests, seconded by Mr. Grose, carried by unanimous vote. (List attached).

NEW HIRES/CHANGE IN PAYROLL-

A new hire/change in payroll report was provided for approval listing seven (7) new hires/changes in payroll. Motion made by Mr. Clemens to approve the new hires/changes in payroll, seconded by Mr. Grose, carried by unanimous vote. (List attached to minutes).

SPECIAL CLAIMS-

Clerk's office submitted a special claim totaling \$21,766.25. Motion made by Mr. Clemens to approve the claim for payment, seconded by Mr. Grose, motion carried by unanimous vote. (List attached to minutes).

CLAIM DOCKETS-

The following claim dockets were presented for approval.

Regular Docket - \$2,637,564.52

Motion made by Mr. Clemens to approve all claims for payment, seconded by Mr. Grose, motion carried by unanimous vote.

OTHER MATTERS-

MENARDS/PROPERTY DEEDED TO CITY/B&P-

Mr. Skinner presented a deed from Menard Inc., to the City for a strip of land located along Patterson Road and better described in the legal description of the deed. Motion made by Mr. Clemens to accept the deed and land, seconded by Mr. Grose, carried by unanimous vote. (Information attached to minutes).

ADJOURN-

There being no further business to come before the Board by a motion duly made and seconded, the meeting was adjourned.

ATTEST:

**Lynne Christiansen
Clerk-Treasurer**